

A-GRAM



AIR FORCE CIVIL ENGINEER SUPPORT AGENCY

99-26

JUNE 1999

THE PRIORITY BUY PROCESS

TIMING:

This supersedes A-Gram 96-06, dated January 1996. It is the second in a series of three A-Grams related to the Vehicle Priority Buy Program.

The Vehicle Priority Buy Program is conducted yearly, two years ahead of the funding year. It uses a tentative budget figure derived from the Air Force Program Objective Memorandum (POM). The FY02 vehicle priority buy will be initiated January 2000 and used to determine the makeup of the FY02 budget.

GUIDELINES:

Technical Order 00-25-249, *Maximum Repair Allowances, Replacement Codes, and Priority Buy for USAF Vehicles*, contains the basic guidelines for submitting a priority buy. However, to keep an ongoing process effective, information must be provided to all concerned on changes that occurred since the last priority buy. HQ USAF/ILSR (Vehicular Equipment Section) and WR-ALC/LE (Vehicle Management Directorate) generate these guidelines and distribute them to the MAJCOMs each January. These guidelines could include items such



as upgraded computer database preparation procedures; an exclusion list of vehicles not being bought or that are being bought; rank order for vehicle replacements in percentage categories; or an as-of cut-off date for the vehicle information database

so everyone's starting point is equal. In short, any pertinent information that would assist a base in making sound replacement decisions and how to rank order their decisions is included in the yearly published guidelines.

PRIORITY BUY GENERATION:

MAJCOMs, field operating agencies, and direct reporting units receive the priority buy guidelines in January with a May suspense date for MAJCOMs to submit their consolidated priority buys to WR-ALC/LE. (Although it is seldom done, these activities have the prerogative to compile a command priority at their level. When this happens, base involvement is minimal.)

The four-month period from January to May is very important as many organizational commanders are (should be) advocating the replacement of vehicles within their squadrons. It is during this time, and possibly even several months prior, that BCEs must take the opportunity to voice their needs to the transportation officer, possibly influencing the buy in their favor. It is important that you remember that **NO ONE** is in a better position to get your vehicles input into the priority buy program than **YOU**. Once the priority buy program is completed and sent to the MAJCOM, there is little chance it will be changed.

After a base has established priority needs in the required database format, they send it to their MAJCOM. Each MAJCOM reviews the submission for validity and includes it in the MAJCOM vehicle priority buy submission that is sent to WR-ALC/LE. During the months of May and June, WR-ALC/LE validates the

MAJCOM inputs and combines all MAJCOMs into a single report. All priorities of each command are honored regardless of vehicle type. Once this is complete, the priority buy is ready for the Buy Budget Review.

BUY BUDGET REVIEW:

In July of each year, HQ USAF/ILSR convenes the Buy Budget Review at WR-ALC/LE. MAJCOM attendance is not permitted. This review is similar to an audit; i.e., do the authorizations match the requirements, do the vehicles selected meet replacement criteria, are there alternatives to meeting this need by filling the requirement with an excess vehicle? If everything checks out, the tentative vehicle budget dollars are allotted to all priority one requirements. Remaining dollars are then allotted to all priority two requirements. This process continues until all the tentative dollars are allotted.

At the completion of the Buy Budget Review, all requirements are identified and prioritized. The amount of funding approved by Congress will determine the quantities of vehicles procured. Your justification hopefully has placed your vehicle(s) above the approved funding line. The next A-Gram will cover the acquisition of the approved priority assets. If your vehicle(s) was approved for purchase, you will find out that your part in the process is not complete.

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